

Towanda Municipal Authority

January 17, 2022

The January meeting of the Towanda Municipal Authority was called to order by Mr. Walsh at 5:00 p.m.

PRESENT: Mark Christini, Fred Johnson

via zoom: Michael Walsh, Carmen Venezia, Michael Angerson, Charlotte Sullivan, Kayla Saxon

via teleconference: William Shaw

ABSENT: Robert Williams-WTMA Chairman

OTHERS: Chad Strickland, Superintendent; Lauren Egleston, Borough Manager; Eric Casanave, Stiffler McGraw (via teleconference); Mr. Pruyne, Solicitor (via teleconference); Phil O'Dell, The Daily Review

Visitors: None

Minutes:

The December 17, 2021 meeting minutes were approved as written on a motion made by Mr. Venezia and seconded by Mr. Shaw, approved.

Bills:

The December bills were approved on a motion made by Ms. Sullivan and seconded by Ms. Saxon, approved.

Water Project:

Ms. Egleston stated that DEP will be here February 2nd and 3rd to perform a Filter Plant Performance Evaluation (FPPE). That will be the final inspection needed to close out the Penn Vest Loan. Mr. Venezia asked if we know what they will be looking for in this inspection; Mr. Strickland stated they were given a three-page check list of items, most of which is data, to verify alarms work, and to verify Mr. Strickland and Mr. Tabor know how to operate the plant. Mr. Venezia asked if we know who from DEP is coming; Mr. Strickland stated he knows of Ms. Amy Toll head of Membrane Plants and Mr. Bob Blaney our local sanitarian, there is a total of eight persons coming he does not know the rest; this will be Ms. Toll's first inspection; Tobias Nagle from Stiffler McGraw will be there as well.

The Flush / Vac Truck arrived and the employees were trained on the equipment.

Mr. Johnson asked for the property acquisition we were interested in; we were planning on using it to store equipment; Ms. Egleston stated the property did not go to Sheriff sale as there were issues with getting a clear title to the property; Ms. Egleston also stated there were also three other parties interested in the property so we may not get it even if the title issues are cleared. Mr. Strickland stated the vac truck does fit in the water plant.

Monroeton Water Line Replacement:

Ms. Egleston stated we had a meeting with Penn Vest to review the documents for closing and verify everything is uploaded in the portal that is required. We are missing a Resolution for Reimbursement. The resolution basically covers the reimbursement to the Authority of any funds expended awaiting Penn Vest funds; Mr. Venezia made a motion to approve Resolution of Reimbursement 2022-1, Ms. Saxon seconded, approved by roll call vote: Mr. Walsh – yes, Mr. Venezia – yes, Mr. Shaw – yes, Mr. Angerson – yes, Ms. Sullivan -yes, Mr. Christini – yes, Ms. Saxon – yes, Mr. Johnson -yes.

Mr. Walsh and Mr. Angerson need to come in and sign the Resolution so it can be uploaded into the portal.

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Ms. Sullivan asked about the closing on the 20th; Ms. Egleston stated that Mr. Walsh and Ms. Sullivan will receive an email around 1:30 p.m. with instructions on the closing that is to occur at 2:00 p.m.; Ms. Egleston stated that she should get an email in the morning with instructions and to verify we are set for closing.

Mr. Strickland verified with Mr. Casanave that Continental is planning to start the end of March.

Small Water and Sewer Grant:

Mr. Casanave stated he received the quote from LB Water and we are now waiting for them to provide the PA Steel Certification; that is a requirement for the grant.

2018 Flood:

Ms. Egleston stated that she submitted two DAP 9's for the work that Sikora Brothers have been able to accomplish at the Leesway location and for what we have been billed from Stiffler McGraw. The payments should hopefully be here within the next two weeks.

Sewer:

Ms. Egleston stated we have no updates on the sewer system; she did advise the Board we hired an IT firm to work on our computers, we have updated our email server and Mr. Walker has been given a work email; he was using his personal email address in the past; his email address is swalker@towandaborough.org.

Vehicle Replacement:

Ms. Egleston stated we are still looking at getting quotes on vehicle replacements.

Participation in LIHWAP:

Ms. Egleston stated that the program did begin on January 4th, the local assistance office has had applications filled out but she was not told if they are Towanda customers; we are approaching Wysox Township Municipal Authority to also become a vendor in this program. Mr. Angerson asked if we have made the public aware of this program; Ms. Egleston stated that Ms. Maynard is attaching the flyer to our delinquent notices and shut off notices, maybe the paper can put an article on the program to inform the public. Mr. Walsh asked if maybe we want to attach to next month's bills; Ms. Egleston stated that we would like to get WTMA on the vendor list before we do that. Ms. Egleston will verify if we have made the information available on our Facebook page and website.

Mr. Walsh asked since we only do landlord billing how does this work for the tenants applying; Ms. Maynard stated the inquiries we have had so far, the assistance office is having the tenant provide a copy of the lease and they are calling to verify past due balance. Mr. Walsh asked how long the program is going to last; Mr. Angerson thinks this is Covid funds so the program should not be around for any long period of time.

Letters of Financial Interest :

Ms. Egleston stated that the forms were attached to this month's packet and they need filled out and returned to Ms. Maynard. The forms ask for 2021 financials.

TextMyGov :

Ms. Egleston informed the Board that the system is operational that allows the public to report problems or complaints to the Borough. The instructions are on the website and it was also published in the paper you can

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dial 91896 and text TOWANDA this allows the public to get emergency notifications from the Borough or you can text Hi to 570-627-6277. Hopefully the public finds this information helpful and enroll.

Bradford County Planning and Mapping GIS Intern :

Ms. Egleston stated that the County is seeking an intern to continue the GIS mapping; Ms. Egleston is hoping that they are able to obtain a candidate. Mr. Williams stated we would be able to use this intern to hopefully map out our utilities. Mr. Johnson stated there was an initial issue with the mapping that the County originally did for the Borough. Mr. Casanave stated that the issue was that they tried to use the digital as-builts and they encountered programming problems as the digital formats issued did not coordinate with the same coordinates the GIS system was using; some of the as-builts were pre-GIS.

Penn Lines Article:

Ms. Egleston stated that Mr. Lane had an article on the Eilenberger Springs, Mr. Christini shared the article; the link was attached to this month's packet.

Delinquents:

Mr. Walsh how we are doing on the delinquent accounts. Ms. Maynard stated that a delinquent list was not printed this month because of the meeting being virtual; only a couple of accounts have been dropped from the list due to tax sale and we had to write the balances off. The delinquent list is staying steady in amounts due.

Adjournment

As there was nothing further to discuss, the meeting adjourned at 5:30 p.m.

Respectfully Submitted,
April Maynard
Recording Secretary